

Jefferson County Human Services

Appendix D: Additional Provider Information

[Provider Name Here]

- Contracted providers will provide Children's Long Term Support Waiver services pertaining to the child's disability for achievement of goals in accordance with the Individual Service Plan to maintain the child in their home or community as evidenced by review of the six-month review and annual recertification.
- As a contracted provider, you are mandated to follow and provide the service requirements pertaining to the SPC identified through the ISP to meet Medicaid standards. Standards or documentation may include a quarterly or monthly summary, or a collateral contact through phone, face to face or email of the child's progress to the Jefferson County Support and Service Coordinator to assure that the outcomes on the ISP are being performed 100% of the time. This information is found in **Appendix B** of the contract attachments.
- Contracted providers will adhere to the Jefferson County Purchase of Services Contract sections A. – V. at all times. Contracts will be reviewed annually by the waiver supervisor for continuation of contracted services.

Participant-Informed Information Sharing - Individual Service Plan (ISP) Outcome Page Distribution and Signatures: Federal regulations require that completed ISPs be signed by and distributed to providers who are responsible for their implementation (42 CFR § 441.301(c)(2)(ix-x)). The Centers for Medicare & Medicaid Services (CMS) has instructed that by agreeing to the ISP, families are also agreeing to program processes such as sharing the outcomes page, and that this sharing promotes participants' health and safety. Essential service providers are defined as delivering waiver-funded services and having regular, direct contact with participants; additionally, the act of delivering the waiver-funded service must require some knowledge/understanding of disability and/or working with the particular participant in order to provide the services. You will receive a copy of the F20445A from the Support and Service Coordinator at initial ISP development, when a new provider is added and at annual recertification. As a provider you are required to sign the outcome page and return the signed document to the assigned support and service coordinator. For more information go to: <https://www.dhs.wisconsin.gov/clts/provider-home.htm>

- **Foster Care Providers of Children on Children's Waiver:** Foster Care Providers will be required to complete a form to assist the county in filing out required documentation that separates room and board from service costs at any foster care placement. The information you provide to us is used to complete a state required document that we need to keep on each child in foster care while on the CLTS Waiver. The information provided will have no direct impact on the foster care rate you are reimbursed, as that is determined by the child's CANS in the DCF eWiSacwis system.
- Providers cannot submit payment claims to WPS for services provided while a child is an inpatient setting for any overnight stay for medical or mental health purposes. The provider is also prohibited from seeking payment for services from the participant and or participant's family if a recoupment takes place on any claims submitted during an inpatient stay. **The waiver rules state the following on this subject:**

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- **If a waiver participant enters a Medicaid-certified institution, hospital, nursing home, ICF-IID or State Center, then Medicaid waiver dollars cannot be used to pay for waiver services delivered on the day of admission to the institution or during the time the person is in the institution.**
- **The waiver agency is prohibited from seeking payment from the participant or any other person or entity, where the payment is intended to pay for or contribute to the cost of any waiver allowable service. This prohibition is in addition to the rules prohibiting providers from seeking payments from the participant or others that would supplement the Medicaid rate.**
- Contracted providers must adhere to protecting the health and safety of the child while in their care. You are required to notify the Support and Service Coordinator of critical incidents. This information is found in **Appendix C** of the contract attachments.